



Town of Easton - Planning & Zoning

## RESTAURANT - OUTDOOR SEATING REQUEST FORM

1-Jun-20

Please feel free to use the Excel version of this form to type your responses or print the PDF version and hand-write your responses.

This form, and any associated attachments, should be emailed to the Town of Easton Planning and Zoning Office at: [engineering@eastonmd.gov](mailto:engineering@eastonmd.gov)

Outdoor Seating Authorized as of 5:00 pm EST on Fri, May 29, 2020 in accordance with the following Governor's Executive Order:  
Number 20-05-27-01 Amending & Restating the Order of May 13, 2020, Allowing Reopening of Certain Businesses & Facilities, Subject to Local Regulation  
(Link to Order: <https://governor.maryland.gov/wp-content/uploads/2020/05/Gatherings-7th-AMENDED-5.27.20.pdf>)

### A. Background Information

1. Name and Address of Food Establishment: \_\_\_\_\_

2. Name of Property Owner: \_\_\_\_\_

3. Contact information:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

4. Please describe your plans for separation of outdoor seating from the rest of the parking lot, pathway to restrooms and for service (including any barriers or borders), how outdoor seating will be separated from carryout/curbside service (if any), any signage to be utilized for directional purposes, etc.

5. Please indicate the safety measures that will be employed (i.e., social distancing, customer & employee safety, cleaning/disinfecting, and communication & signage of policies and procedures)

6. Please state whether there are any plans to utilize any sort of protection from the weather, such as umbrellas, awnings, tents, etc.

### B. Additional Requirements:

1. Attach a copy of your site plan that includes the following:

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Sample sketch of existing or proposed outdoor seating area--to include parking lot

Proof of liability insurance covering outdoor seating area/parking lots, as appropriate

Square footage of seating area(s) and number of seats (maximum capacity)

Marked locations for pedestrian and vehicle access (Note: Existing/approved ADA access, fire life safety egress points and emergency vehicle access points cannot be blocked; interior ADA access points and exits cannot be blocked as well)

2. Service of alcoholic beverages shall only be permitted in accordance with applicable Talbot County liquor licenses.

3. If you are requesting to place outdoor dining on property which you do not own, please provide written consent to do so from the property owner.

### C. Certification:

I hereby certify that my business, \_\_\_\_\_ located at \_\_\_\_\_  
*Name of Business* *Address*

will comply with the above requirements as well as any additional guidance/restrictions that may be issued by the CDC, State of Maryland, Talbot County agencies (Department of Health, Liquor Board, Office of the Fire Marshal), and the Town of Easton and will submit the above documents, as applicable.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position/Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

### For Office Use Only:

\_\_\_\_\_  
Received By Name/Title

\_\_\_\_\_  
Date

**Note: Approval of Outdoor Dining pursuant to this request shall expire on the later of (1) August 31, 2020 or (2) the lifting of prohibitions on indoor dining of 50% or more of the seating capacity of the establishment.**